

DATELINE:

LABOR & WORKFORCE DEVELOPMENT

A quarterly publication for employers from the Tennessee Department of Labor & Workforce Development
March 2000



County Executives Appointing Local Workforce Investment Boards

Governor Sundquist recently announced the newly designated Local Workforce Investment Areas, which more accurately reflect the current labor market trends, commuting patterns, and unique service needs of the areas.

"This is the first step in developing a statewide system that can make a positive impact on Tennessee's economy," Sundquist reported. "Together we can build a workforce development system that is responsive to the needs of Tennessee employers and Tennesseans seeking jobs."

County executives are now appointing Local Workforce Investment Boards, which will design a new workforce development system intended to be easy to use and to address the needs of local businesses.

"Employer involvement is key to building a high-quality workforce investment system," said TDLWD Commissioner Michael E. Magill. "The private sector is our number one customer, and it is imperative that local employers be a part of shaping the

system that will deliver the service."

He said national legislation calls for the Local Workforce Development Boards to have at least 51 percent of the members representing the private sector. Appointments to new workforce boards are selected from nominations and should reflect a diverse group of employers, including emerging companies.

"If you are interested in serving on your local board, tell an employer organization," he said. "Groups such as chambers of commerce, Job Service Employer Committees, and local human resource associations are submitting nominations to county executives for board seats."

"Employers serving on the local boards have tremendous input into the operation of the new workforce development system. The degree of your involvement will determine how responsively your needs are met."

(Continued on back)

Use Correct Employer Account Number

When a claim for unemployment insurance is filed, all base period employers are notified. To assure that the proper notice is sent, it is very important that employers always include the correct employer account number when completing **separation notices, partial claim forms, and partials by diskette.**

The employer account number is the number shown on the state quarterly wage report (ES-1740/LB-0851) and premium report (ES-0318/LB-0456). For further information contact the Benefit Charge Unit at (615) 741-2223.

Enhancements to Web Site Noted

Throughout this year we will improve our web site to better serve employers and others who use Tennessee's Unemployment Insurance System. Soon our Web site will be upgraded to include several commonly requested forms.

The application for an account number, Claim for Adjustment/Refund, and Transfer of Experience Rating forms will be available in the next few months by visiting our web page. Also, instructions for filing wage data magnetically will be added to our Internet site.

Visit us at <http://www.tnui.net> and watch for the new additions.

Routing Box

- ☐ Personnel Director
- ☐ Manager
- ☐ Payroll Officer
- ☐ Other

Reminders From Employer Accounts

☞ Employers must return both the Wage Report (LB-0851) and Premium Report (LB-0456) mailed to them by the department. The Wage Report (LB-0851) is required to be returned **even when submitting a computer generated listing of employee wage earnings.** Failure to return the Wage Report (LB-0851) may delay processing of your return and cause additional correspondence with our agency.

☞ Employers with **fewer than 250 wage items** may attach a computer generated list of employee wage earnings. To request instructions on acceptable computer generated listings of quarterly employee wage earnings, contact our Wage Records Unit at (615) 741-3280.

☞ Occasionally, employers overlook filing the Wage and Premium Report when they have no payroll during a quarter. **A report must be filed for quarters in which the employer has no payroll.** Penalties are assessed for failure to file reports in a timely manner, even a no-payroll report. The penalty is \$10 a month (or portion of a month) for which the report is late, up to a maximum of \$50 for each delinquent or incomplete report.

LWIAs (Cont.)

The following is a listing by county of Local Workforce Investment Areas.

Additional information on the areas is available at www.state.tn.us/labor-wfd.

LWIA 1	LWIA 7	11 (Cont.)
Carter	Cannon	McNairy
Johnson	Clay	Weakley

Sullivan	DeKalb	
Unicoi	Fentress	LWIA 12
Washington	Jackson	Crockett
	Macon	Dyer

LWIA 2	Overton	Gibson
Claiborne	Pickett	Lake
Cocke	Putnam	Lauderdale
Grainger	Smith	Obion
Greene	Van Buren	Tipton
Hamblen	White	

Hancock		LWIA 13
Hawkins	LWIA 8	Fayette
Jefferson	Cheatham	Shelby
Sevier	Dickson	
Union	Houston	

	Humphreys	
LWIA 3	Montgomery	
Knox	Robertson	
	Stewart	
LWIA 4	Sumner	
Anderson	Williamson	
Blount		

Campbell	LWIA 9	
Cumberland	Davidson	
Loudon	Rutherford	
Monroe	Trousdale	
Morgan	Wilson	
Roane		
Scott	LWIA 10	
	Giles	

	Sumner	
	Williamson	

LWIA 5	LWIA 9	
Bledsoe	Davidson	
Bradley	Rutherford	
Hamilton	Trousdale	
Marion	Wilson	
McMinn		
Meigs	LWIA 10	
Polk	Giles	
Rhea	Hickman	
Sequatchie	Lawrence	
	Lewis	
LWIA 6	Marshall	
Bedford	Maury	
Coffee	Perry	
Franklin	Wayne	
Grundy	LWIA 11	
Lincoln	Benton	
Moore	Carroll	
Warren	Chester	
	Decatur	
	Hardeman	
	Hardin	
	Haywood	
	Henderson	
	Henry	
	Madison	

	LWIA 10	
	Giles	
	Hickman	
	Lawrence	
	Lewis	
	Marshall	
	Maury	
	Perry	
	Wayne	
	LWIA 11	
	Benton	
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AJB Ease-of-Use Streamlined

America's Job Bank is becoming one of the best employment sites now on the Internet. It is available to employers and job seekers alike – free. In the USA and Canada alone approximately 92,000,000 people will access AJB on any given day. Presently there are 128,806 employers registered on AJB.

Along with the job listings and job seekers' résumés, employers will find the Career Infonet and the Learning Exchange. These two sites offer employers information on comparable wages in a given job market and help them locate training courses and sites that may give their companies a competitive edge.

Any employer interested in using AJB may log onto the site at www.ajb.org.tn and list current openings or search current résumés. You may list your openings in three ways:

1. Electronic transfer;
2. Post openings personally; or
3. Contact your local Labor & Workforce Development office.

The Web site has a new look, and information for other states is only a mouse click away. Tennessee's logo – Tennessee Sounds Good to Me – appears on the employer and job seeker page.

Tax Credit Programs To Continue

The federal Work Opportunity Tax Credit (WOTC) program and the Welfare-to-Work (W2W) Tax Credit program have been extended.

Last year the tax incentive amounted to a potential tax credit of more than \$81 million for Tennessee employers participating in the two programs.

The federal Ticket to Work and Work Incentives Improvement Act of 1999 (PL 106-170) extends both tax credit programs through December 31, 2001, and has retroactive provisions.

Questions regarding the WOTC and W2W tax credit programs may be directed to **Roger Littlejohn**, state WOTC/W2W coordinator, at (615) 741-6473 or 1-800-432-5268 (in state only).

Frequently Used Phone Numbers

To obtain a **Wage and Premium** reporting form or to **apply** for an Unemployment Insurance Account Number, call (615) 741-2486.

To **request a refund** or **adjust** a previously filed Wage and Premium Report, contact our Employer Accounting Unit at (615) 741-1619.

To ask for instructions on reporting wage data by **magnetic media**, please call our wage records unit at (615) 741-6775.

To contact the Appeals Tribunal regarding a **hearing date, subpoena, etc.**, phone (615) 741-1857. To contact the Board of Review, phone (615) 741-2736.

To contact the Benefit Charge Unit about a **non-charge** for a former worker whose base period wages include your firm, phone (615) 741-2223.

To contact Unemployment Insurance Technical Services about the procedure for **separating employee(s), submitting a sub-pay plan, and determining whether vacation pay or other compensation is deductible from a partial claim**, phone (615) 741-1948.

To contact the Benefit Payment Control Unit to arrange to deduct, from any **back pay award**, the unemployment insurance benefits paid, phone (615) 741-2606.

The Tennessee Department of Labor and Workforce Development is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities.

El Departamento del Trabajo de (Tennessee Department of Labor and Workforce Development) es un patrono que ofrece igualdad de empleo. Ayudas auxiliares están disponibles para individuos con impedimentos.



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